

WINNIPESAUKEE RIVER BASIN PROGRAM
ADVISORY BOARD MEETING MINUTES

March 16, 2023

Members Present: The Advisory Board meeting was called to order by Wes Anderson (Laconia), chair, at 10:02 am. Donald Perrin (DAS), Sharon McMillin (NHDES), Johanna Ames (Tilton), Glen Brown (Northfield), Justin Hanscom (Franklin), Alicia Jipson (Belmont), Ray Korber (Bay District), and Meghan Theriault (Gilford) were present at that time, either in person or via Zoom. As a reminder, the meetings are recorded for transcription purposes.

Minutes: Meghan moved, seconded by Ray, to approve the February 16, 2023, Advisory Board meeting minutes as amended. A roll call vote was taken, and the motion carried.

Citizens Comments for Agenda Items: Wes asked if there were any guests from the member communities, and if they had any questions, comments, or concerns regarding the agenda items. As there were none, he moved on to the next agenda item. Sharon asked that the meetings have an announcement that they were being recorded for the purpose of generating minutes. Wes agreed to put such a notice on the meeting agendas.

Monthly Summary Report: Sharon discussed the *Monthly Summary Report* for February 2023, which was distributed in the meeting packet ahead of the AB meeting:

- Solids Handling Process Upgrades – Brown & Caldwell’s draft task order for design is under review by the WRBP staff. The project is Clean Water SRF-funded, and as such, the NHDES Wastewater Engineering Bureau is also reviewing and will approve the task order.
- Rate Assessment Formula – This item is further discussed below.

Wes asked what the turn-around would be for Brown & Caldwell draft task order, given the NHDES Wastewater Engineering Bureau’s involvement. Sharon did not anticipate much of a delay in that regard but expected at least two weeks.

Biennial Budget Discussion: Sharon announced that the WRBP’s prioritized needs (necessary costs) under the Biennial Budget are continually stressed at all budget meetings, which have included a recent legislative committee meeting. Time is also being taken to educate the legislators regarding the questions they have had about the prioritized needs and the WRBP in general.

Sharon regretted to inform the other Advisory Board members that because the WRBP does not fall under the state’s General Fund, that the state would not be covering the proposed state employee pay increases under the state’s rainy-day fund for WRBP staff. At last month’s Advisory Board meeting, it was anticipated that the state would cover the WRBP’s increases, if the proposal passed. The legislature is expected to approve the proposed increases.

Replacement Fund Update: There were no updates.

Governance Guidelines, MOA, and By-Laws: There are no updates.

Rate Assessment Formula Update: Wes distributed Underwood’s rate model update last night by email. He asked if the time between this Advisory Board meeting and the next would provide the member communities with enough time to review the update. Through a consensus the membership

affirmed that it was. Sharon noted that Underwood asked her some additional questions to perform some verifications. She provided what information that was available.

Review of the Escrow Account: There are no updates.

Other Business: The next Advisory Board meeting will be held on April 20th at 10:00 am in Belmont Mill (4th floor), which is located at 14 Mill Street in Belmont.

This meeting adjourned at 10:22 am. The minutes were prepared by Pro-Temp Staffing.